

Role Description: Trustee

ROLE DESCRIPTION FOR A TRUSTEE OF THE BRITISH DEER SOCIETY

Organisation Description:

The British Deer Society [BDS] is a charity that operates throughout the UK dedicated to educating and inspiring everyone about deer. BDS is a charity registered in England & Wales (no. 1069663) and in Scotland (no. SCO37817). We employ a small team of staff, most of who are based at our head office is in Fordingbridge, Hampshire.

The British Deer is both a charitable organisation and a dedicated membership society. Our work encompasses a wide array of activities involving wild and farmed deer, spanning across local and national domains, while also delving into the intricacies behind the scenes. At the core of our mission is the provision of guidance and advice to a diverse audience, including, but not limited to, the general public, deer managers and stalkers, academia, politicians, policy makers and the media.

Our overarching objective is for a resilient and thriving future for wild deer throughout the United Kingdom. Envisioning a harmonious coexistence, we strive for a future wherein deer populations maintain their health in equilibrium with the surrounding environment. In this envisioned landscape, deer emerge as indispensable contributors to the natural environment, playing a crucial role in the preservation of habitats that, in turn, benefit the entire spectrum of wildlife.

Through our education and research, we raise awareness about wild deer and the issues surrounding them. We provide training to actively ensure deer can be managed humanely and safely to the very highest of standards.

About the Board of Trustees:

Our work is guided by a Board of Trustees who bring a wide range of expertise to the governance of the charity.

There are currently six Trustees – all bringing a diversity of skills, experiences and expertise to the Board.

Under the Charities Act 2011, the Board is collectively responsible for ensuring that the Charity is run in accordance with its Governing Document, known as the Articles of Association.

The Role of the Trustee:

The role of the Trustee is to help lead The Charity to achieve its goals. This is a voluntary role, for which no payment is available, although any necessary expenses incurred in carrying out the duties will be reimbursed. We recognise that the time of volunteers in any capacity is limited therefore this role should be understood with that in mind.

Responsibilities:

- 1 To work with the other trustees to ensure that The Charity follows its Charitable Objects (purposes), as defined in its Articles of Association, by developing and agreeing a long-term strategy.
- 2 To work with the other trustees to ensure that The Charity complies with its Articles of Association, charity law, and any other relevant legislation or regulations.

- 3 To work with the other trustees to ensure that The Charity applies its resources (human, financial and physical) exclusively to meet its Charitable Objects for the benefit of its beneficiaries.
- 4 To work with the other trustees to ensure that The Charity defines its goals and evaluates performance against agreed outcome.
- 5 To work with the other trustees, staff and volunteers to ensure that the reputation and values of The Charity are promoted and upheld.
- 6 To work with the other trustees to ensure the effective and efficient administration of The Charity by establishing appropriate policies, practices and procedures and updating and reviewing policies.
- 7 To work with the other trustees to ensure the financial stability of The Charity.
- 8 To work with the other trustees to protect and manage the property and premises of The Charity and ensure the proper investment of the Charity's funds.
- 9 To work with the other trustees to ensure proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of all staff employed by The Charity.
- 10 To be aware of other charities and organisations across the UK whose work may overlap or influence the work of The Charity.
- 11 To bring to the attention of board members any information from the media that may affect or influence the work of The Charity.
- 12 To be prepared to support staff, if requested, using specific skills, experiences and expertise.
- 13 To be available occasionally, to participate in the Charity's activities, where appropriate.

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have, to help the Board of Trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the Trustee has special expertise.

Appointment of Trustees:

Trustees are appointed for three years after which they may stand for re-election, be reappointed or replaced. Currently a rotational rule is in place whereby 1/3 of the Board stand down each year.

In accordance with the Charity Governance Code, Trustees should not normally be on the Board for more than 3 terms of Office – 9 years. If there is a requirement for standing as a Trustee in excess of this period, there must be a unanimous agreement by the Board with a rationale for such extensions minuted and signed off by the Chairman.

The nine-year limit as a Trustee does not conflict with a Trustee being appointed / elected as Chair after the standard period as a Trustee. This could capitalise on expertise and experience gained in to better the aims of the Society.

The Chairman and Vice Chair are elected annually as are the Scottish Council Chair and the England and Wales Chair.

Person specification:

- A commitment to the organisation - minimal expectation of 14 days
- A willingness to devote the necessary time and effort - out with the above 3 to 4 hours
- weekly

- Strategic vision
- Good, independent judgement
- An ability to think creatively and critically
- A willingness to critically and constructively question
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- A commitment to Nolan's seven principles of public life*

Person Specification for the post as advertised:

- Experience at managing at Board Level
- Strategic planning
- Fund raising
- Media management

***Guidance: The 7 principles of public life – The Nolan Principles**

Published 31 May 1995

1. Selflessness

Holders of public office should act solely in terms of the public interest.

2. Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3. Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4. Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5. Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6. Honesty

Holders of public office should be truthful.

7. Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Person Specification - Trustees

	Essential	Desirable	How tested
A commitment to the vision and mission of The British Deer Society.	✓		Application; Interview
Successful experience of operating at board level within a charitable, public sector or commercial organisation OR willing to attend trustee training (paid for by the Charity).		✓	Application; Interview
An understanding of the respective roles of the Chair, Trustees and Chief Executive and acceptance of the legal duties, responsibilities and liabilities of trusteeship.	✓		Application; Interview
Demonstrable ability and experience of building and sustaining relationships with stakeholders and colleagues to achieve organisational objectives.		✓	References; Interview
Skill and expertise in one of the following areas – Education, Marketing, or Science.		✓	Application; Interview
An ability to work effectively as a member of a team	✓		References; Interview
Preparedness to raise difficult recommendations to the Board, when necessary, with diplomacy	✓		Interview
A history of impartiality, fairness and the ability to respect confidences.	✓		References. Interview
Willingness to be available to staff for advice and enquiries on an ad hoc basis.	✓		Application; Interview
Experience of UK wild deer management and/or UK deer related legislation, as appropriate.		✓	CV; Application
Specific skills, experiences or areas of expertise to complement the existing members of the Board.		✓	CV; Application; Interview
Knowledge and understanding of Business Strategy, Fundraising, and / or Governance.		✓	CV; Application; Interview.